

**Department of Personnel Administration
Memorandum**

TO: Personnel Management Liaisons (PML)

SUBJECT: Governor's State Employee Medal of Valor Awards Program – Nomination Process for 2011	REFERENCE NUMBER: 2011-026
DATE ISSUED: 6/22/11	SUPERSEDES:

This memorandum should be forwarded to:

**Accounting Officers
Employee Relations Officers
Merit Award Administrators
Personnel Officers**

FROM: Department of Personnel Administration
Benefits Division

CONTACT: Kari Ehrman, Statewide Merit Award Program Administrator
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This memorandum provides information regarding the Governor's State Employee Medal of Valor Awards nomination process for 2011 and the criteria for submitting nominations to the Department of Personnel Administration (DPA).

The 2011 nomination package is available at: <http://www.dpa.ca.gov/publications/medal-of-valor/nomination-package.pdf>. The package provides information about the program, awards, nomination instructions, and samples. Completed nominations must be submitted to DPA by August 1, 2011. Departments are encouraged to submit their nominations before this deadline.

The Governor's Medal of Valor is the highest honor California bestows on its public servants. Since the program began in 1959, 545 medals have been awarded. Recipients are State of California employees who performed heroic acts at personal risk above and beyond the call of duty or service. The heroic acts may have occurred on or off the job. The award consists of a certificate signed by the Governor, a medal, lapel pin, and citation describing the heroic act.

Additional information about the program and past recipients may be accessed at: <http://www.dpa.ca.gov/benefits/awards/medal-of-valor.htm>. Questions regarding the Medal of Valor program should be directed to Kari Ehrman, Statewide Merit Award Program Administrator at kari.ehrman@dpa.ca.gov or (916) 324-0522.

/s/ Greg Beatty

Greg Beatty, Chief
Benefits Division